

EXECUTIVE OPERATIONS COMMITTEE (EOC) MEETING MINUTES

THURSDAY, JANUARY 23, 2020 5:00PM TO 6:00PM

JUDICIARY SQUARE – CITYWIDE CONFERENCE CENTER

441 4TH STREET, NW; 11TH FLOOR; WASHINGTON, DC 20001

ATTENDEES/ROLL CALL

COMMISSIONERS	PRESENT	ABSENT	COMMISSIONERS	PRESENT	ABSENT
Adkins, Sarcia		X			
Hickson, DeMarc	X				
Holley, Nathaniel	X				
Hutton, Kenya		X			
Massie, Jenné	X				
Morse, Ka'leef	X				
Padmore, Gerald	X				
Zoerkler, Jennifer	X				
RECIPIENT	PRESENT	ABSENT			
Barnes, Clover	X				
Fox, Anthony		X			
HAHSTA STAFF	PRESENT	ABSENT	COMMISSION STAFF	PRESENT	ABSENT
			Bailey, Patrice	X	
			Clark, Lamont	X	

HIGHLIGHTS

This is a draft version of the January 23, 2020 Executive Operations Committee, (EOC) Meeting Minutes which is subject to change. The final version will be approved on February 27, 2020

AGENDA

Item	Discussion
Call to Order Welcome and Introductions Roll/Call	Kaleef M. called the meeting to order at 5:20 pm, followed by a moment of silence and introductions.
Review and Adoption of the Agenda	Jenné M. motioned to approve the January 23, 2020 Agenda for the Executive Operations Committee (EOC). Gerald P. seconded the motion. The agenda was adopted.
Review and Approval of the Minutes	Jenné motioned to approve the November 21, 2019 EOC Meeting Minutes. Nathaniel H. seconded. The minutes were approved.

<p>Ryan White HIV/AIDS Program (RWHAP) Recipient Updates/Concerns</p>	<p><u>Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight presented by Clover Barnes</u></p> <p>The Comprehensive Site Visit Report for Part A was received on January 9, 2020. A copy of the report has been shared with COHAH leadership. A Corrective Action Plan, (CAP) will address the following findings:</p> <ul style="list-style-type: none"> • Separate Bylaws from the policy and procedure manual • Recruit more unaligned consumers on the commission • Revise bylaws to delineate equal distribution of authority among the co-chairs • Resolve findings around service standards and working with the recipient on developing the standards and the process <p>The CAP is due 30 days (February 9th) from receipt of the Site Visit report with quarterly subsequent update.</p> <p>The Site Visit report also indicated a strength. The COHAH is dedicated and committed to program growth to promote advances in DC HIV consumer health. The leadership continues to seek and establish new initiatives relating to HRSA goals of getting to zero.</p> <p>The business model change for the Fee For Service/Unit Based Cost is being evaluated. The Recipient will inform the COHAH of its findings before the PSRA process.</p> <p>There will be a “Grant Year 30” kick off meeting for the providers on February 26th.</p>
<p>Commission Administrative Business</p>	<p>Review and adoption of the COHAH Agenda for January 23, 2020 Gerald motioned to adopt the COHAH Agenda for January 23, 2020. Nathaniel seconded. The agenda was adopted.</p> <p>Applicants to the COHAH There were four (4) new applicants interviewed and the names and interview packets were brought to the EOC for a vote to move forward to the Mayor’s office. Three were voted “Yes”. One was voted “No”.</p> <p>COHAH Retreat A tentative date of February 27, 2020, at 9:00 am – 4:00 pm, was selected for the COHAH Retreat. The retreat, EOC and the General Body meetings will take place on the same day at the same location. EOC and General Body will convene at their regular times.</p>

Standing Committee Updates/Concerns	<p><u>Research and Evaluation Committee (REC).</u> The consumer survey was completed. DeMarc would like to put forth a directive that is stated in the notice of grant award, that providers must participate in the Assessment of the Efficiency of the Administrative Mechanism(AEAM) but also within the needs assessment. Clover indicated that Clara McLaughlin in the Office of Grant Management would be responsible for updating that in the grant agreement.</p> <p><u>Integrated Strategies Committee (ISC) update presented by Kaleef.</u> The ISC reviewed the Trauma Informed Care and U=U position papers written by the George Washington University partners. ISC made recommendations for changes. The EOC is instructed to respond via Basecamp, to the changes, within the next 14 days so the final documents can be bought before the General Body next month.</p> <p>ISC is also working on a position paper on Immigration in the EMA.</p> <p><u>Community Education and Engagement Committee (CEEC) update presented by Jenne.</u> No updates. Report will be presented at the General Body Meeting.</p> <p><u>Comprehensive Planning Committee (CPC) update presented by Jennifer.</u> No updates. Report will be presented at the General Body Meeting.</p>
Old Business	<p>Reviewing the year's attendance for reinstatement.</p> <p>Gerald asked about changing jobs. Kaleef indicated that if your job, residence is in the same state, and you change jobs but not your residence you can continue to represent that state slot as long as there is a slot for the new category you fall into.</p>
New Business	<p>None</p>
Announcements and Adjournment	<p>None</p>
HANDOUTS	
<ul style="list-style-type: none"> • Executive Operations Committee Agenda for January 23, 2020 • Executive Operations Committee Minutes for November 21, 2019. • Recipient Report Monthly Recipient Report • Planning Commission (COHAH) General Body Meeting Agenda, Thursday, January 23, 2020 • Draft position paper Statement of the DC Regional Planning Commission on Health and HIV: U=U • Draft position paper Statement of the DC Regional Planning Commission on Health and HIV: Trauma-Informed Approaches to HIV Prevention and Care Services 	

- Commission application packet for: David Pintor, Michael Weir, Natoya Mitchell, and Anthony Gutierrez

MEETING ADJOURNED	6:02 PM
NEXT MEETING	Thursday, February 27, 2020 5PM-6PM Gallaudet University Kellogg Center 800 Florida Ave., NE Washington, DC 20002

I, as Planning Commission Government Co-Chair, hereby certify the accuracy of the above minutes:	
<div style="display: flex; justify-content: space-between;"> <div> Signature of: Kaleef Stanton Morse, MHS Government Co-Chair </div> <div> Date: </div> </div>	
Date the Minutes were approved by the Executive Operations Committee:	